

***ARLINGTON PUBLIC SCHOOLS***

*In accordance with the provisions of the Massachusetts General laws, Chapter 30A, Section 20, notice is hereby given for the following meeting of the:*

***Arlington School Committee  
Standing Subcommittee: Budget  
Tuesday, October 25, 2016  
5:30 PM***

*Arlington High School  
School Committee Room  
869 Mass Avenue, 6th Floor  
Arlington, MA 02476*

*Open Meeting*

*Public Participation*

*Approve draft minutes May 6, 2016  
2016-2017 Budget Calendar*

*2017 Budget Strategy  
2017 Budget Outreach Approach*

*Topics for future subcommittee meetings*

*Old Business*

*New Business*

*Adjournment*

*The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

*Stated times and time amounts, listed in parenthesis, are the estimated amount of time for that particular agenda item. Actual times may be shorter or longer depending on the time needed to fully explore the topic.*

*Submitted by Kirsi Allison-Ampe, MD, Chair*



## **Town of Arlington, Massachusetts**

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**Approve draft minutes May 6, 2016**

**ATTACHMENTS:**

Type	File Name	Description
▢ Minutes	Budget_Subcommittee_Draft_Minutes_050616.docx	05 06 2016 SC Budget Minutes

## DRAFT MINUTES

Budget Subcommittee  
Arlington School Committee

Meeting Minutes  
Friday, May 6th, 2016, 5:00 p.m.

### Attendance

Subcommittee Members: Kirsi Allison-Ampe M.D., Paul Schlichtman, Len Kardon

School Committee Members: Jeff Thielman, Bill Hayner

District Leadership: Kathleen Bodie, Ed.D., Laura Chesson, Ed.D., Diane  
Johnson, Julie Dunn

Finance Committee: Richard Fanning, Dean Carman

The meeting was called to order at 5:00 p.m.

1. There was no public participation.
2. The subcommittee discussed Mr Foskett's Monday presentation to the School Enrollment Task Force and potential counter-analyses prepared by Dr Ampe.
  - It was pointed out that there is ambiguity in Dr Bodie's later analysis of additional positions that will be required at the Ottoson because of enrollment growth, and that this ambiguity potentially affects counter analysis results
  - The subcommittee could not quickly identify the source of the concern
  - Dr Ampe and Mr Kardon will separately examine the numbers more closely over the weekend seeking to clarify the uncertainty, and then make their decisions about what counter-analysis to communicate to FinCom
3. The motion forwarded by Dr Jennifer Susse, Chair of School Committee, listed below, was discussed. Mr Kardon felt it was inappropriate to make a decision on the configuration of the Gibbs School before having additional community input. Subcommittee members, administration and FinCom members did acknowledge the different financial impacts of the Grade 6 only vs the Grade 6-8 configurations. The subcommittee declined to take a stand on the motion.

"Moved that the Arlington School Committee endorses the School Enrollment Task Force's vote on May 2, 2016 to accommodate the growth in middle school-aged enrollment in Town by repurposing the Gibbs school as a middle school. Taking into account both educational and financial considerations, the Committee further moves that, conditioned upon a favorable vote of the Town's voters on June 14, 2016, to direct the Superintendent of Schools to take all appropriate steps to configure the future Gibbs Middle School as a Town-wide 6th Grade facility, with a Town-wide 7th-8th grade configuration at the Ottoson Middle School.

## DRAFT MINUTES

The School Committee endeavors to keep the incremental costs of staffing the Gibbs 6th grade option from significantly impacting the existing long-range financial plan by asking that any Ch. 70 increases that exceed current projections for Ch. 70 in the long range plan be directed to funding Gibbs.

We endeavor to commit to this agreement until the Town commits to a new Long Range Plan as part of the next Proposition 2 ½ Override request to the voters of Arlington.”

4. The following motion was suggested by Mr Schlichtman, for discussion and potentially to recommend to the entire School Committee. Mr Thielman suggested the motion be amended to add a recommendation to the Superintendent to address ACA’s need for summer camp space for 2017. This amendment was adopted. After discussion, the motion was moved to be recommended to the full School Committee by Mr Schlichtman, seconded by Mr Kardon. Motion passed 3-0.

“The Arlington School Committee endorses the School Enrollment Task Force’s vote on May 2, 2016, to accommodate the growth in the middle school-aged enrollment in Town by repurposing the Gibbs School as a middle school and the recommended vote of the Finance Committee that the Town appropriate and borrow the sum of \$2,550,000 for the architectural design, engineering, and project management of the Gibbs School building, contingent upon passage of a Proposition 2 1/2 debt exclusion referendum.

The School Committee further moves that, for the purpose of projecting incremental costs, the superintendent and the finance committee shall use costs associated with the configuration of the Gibbs School as a townwide sixth grade facility; and that the school committee would work within projected allocations if the committee decides to advance a model with two 6-8 grade middle schools.

The School Committee further directs the Superintendent to work with the Arlington Center for the Arts (ACA) to identify space that can be used for the ACA summer camp in 2017.”

5. There were no financial proposals to discuss from FinCom.
6. The subcommittee discussed the additional \$171,000 in funding for FY17 that may result from expectations from higher Chapter 70 reimbursement to the town from the state. The decision was made to wait and see what the final figure was before further discussion on allocation.
7. Meeting adjourned at 6:30pm.

## DRAFT MINUTES



## **Town of Arlington, Massachusetts**

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### **2016-2017 Budget Calendar**

#### **ATTACHMENTS:**

Type	File Name	Description
▣ Budget Document	budget_calendar_2015-16.docx	2015 2016 Budget Calendar
▣ Budget Document	draft_budget_calendar_2016-17.docx	2016-2017 Draft Budget Calendar

Draft  
Arlington Public Schools  
Annual Budget Calendar – 2015-16

Month	Mtg #	Date	Present, Prepare, To Do
September	1	9/10/15	Monthly reports
	2	9/24/15	
<b>End of year report due Sept 30</b>			
October	1	10/8/15	Monthly reports Report of Fiscal year (EOYR), Fed through state grant reports due October 31
	2	10/22/15	<b>First draft budget calendar</b> Final year's enrollment numbers
November	1	11/12/15	<b>Approve budget calendar</b> Monthly reports
	2	11/19/15	
<b>Set up meeting with FinComm for end of year report &amp; first discussion about next year's budget</b>			
December	1	12/10/15	Monthly reports <b>Hear from ½ principals and dept heads on priorities for next year</b>
	2	12/17/15	<b>Hear from ½ principals and dept heads on priorities for next year</b> <b>Discuss SC priorities for budget</b>
<b>Collect public input on budget</b>			
January	1	1/14/16	Monthly reports <b>Set SC priorities for budget</b> <b>Deliver first budget number to TM</b>
<b>Tentative Special Town Meeting for Stratton financing 1/25/16</b>			
January	2	1/28/16	
<b>Budget book to SC members 2/4/16</b>			
February	1	2/11/16	Monthly reports <b>First look at budget detail</b>
	2	2/25/16	<b>Budget hearing</b>
March	1	3/10/16	Monthly reports <b>Final vote on budget</b> Approve what goes to FinComm
	2	3/24/16	
<b>Budget meeting with FinComm 3/16/16</b>			
April	1	4/14/16	Monthly reports
<b>Budget book goes to printer 4/15/16</b>			
<b>Town Meeting opens 4/25/16</b>			
April	2	4/28/16	
May	1	5/12/16	Monthly reports
	2	5/26/16	

Draft  
Arlington Public Schools  
Annual Budget Calendar – 2015-16

June	1	6/9/16	Monthly reports
	2	6/23/16	
July			MUNIS down for close of fiscal year
August			New FY grants set up as allocated

Draft  
Arlington Public Schools  
Annual Budget Calendar – 2016-17

Month	Mtg #	Date	Present, Prepare, To Do
September	1	9/8/16	<Monthly reports*>
	2	9/22/16	
<b>End of year report due Sept 30</b>			
October	1	10/13/16	<Monthly reports*>
	2	10/27/16	<b>First draft budget calendar</b> Distribute Report of Fiscal year (EOYR), Fed through state grant reports due October 31 Final year's enrollment numbers
November	1	11/10/16	<b>Approve budget calendar</b> <b>Discuss EOYR Report</b> Monthly reports
	2	11/17/16	<b>Cancel?</b>
<b>Set up meeting with FinComm for end of year report &amp; first discussion about next year's budget</b>			
December	1	12/8/16	Monthly reports <b>Hear from ½ principals and dept heads on priorities for next year</b>
	2	12/15/16	<b>Hear from ½ principals and dept heads on priorities for next year</b> <b>Discuss SC priorities for budget</b>
<b>Collect public input on budget</b>			
January	1	1/12/17	Monthly reports <b>Set SC priorities for budget</b> <b>Deliver first budget number to TM</b>
January	2	1/26/17	
<b>Budget book to SC members 2/2/17?</b>			
February	1	2/9/17	Monthly reports <b>First look at budget detail</b>
	2	(none)	
March	1	3/2/17	<b>Budget hearing</b>
	2	3/16/17	Monthly reports <b>Final vote on budget</b> Approve what goes to FinComm
	3	3/30/17	
<b>Budget meeting with FinComm 3/20/17 or 3/22/17?</b>			
April	1	4/13/17	Monthly reports
<b>Budget book goes to printer 4/14/17</b>			
<b>Town Meeting opens 4/24/17</b>			
April	2	4/27/17	
May	1	5/11/17	Monthly reports



Draft  
Arlington Public Schools  
Annual Budget Calendar – 2016-17

	2	5/25/17	
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Draft  
Arlington Public Schools  
Annual Budget Calendar – 2016-17

June	1	6/8/17	Monthly reports
	2	6/22/17	
July			MUNIS down for close of fiscal year
August			New FY grants set up as allocated